

**REQUEST FOR QUOTATION
(THIS IS NOT AN ORDER)**

1. REQUEST NO. OKWPROB23-0003		2. DATE ISSUED 05/02/2023		3. REQUISITION/PURCHASE REQUEST NO. OKWPROB23-0115		NOT USED	
5a. ISSUED BY Stacey Bracklein, (405) 609-5821 United States Probation Office Old Post Office Building 215 Dean A. McGee Avenue Room 201 Oklahoma City, OK 73102						6. DELIVER BY (date) See Line Items	
5b. FOR INFORMATION CALL (NO COLLECT CALLS)						7. DELIVERY <input type="checkbox"/> FOB DESTINATION <input checked="" type="checkbox"/> OTHER (See Schedule)	
						9. DESTINATION United States Probation Office Old Post Office Building 215 Dean A. McGee Avenue Room 201 Oklahoma City, OK 73102 Stacey Bracklein, (405) 609-5821	
NAME Stacey Bracklein		TELEPHONE NUMBER AREA CODE (405)		NUMBER 609-5821 Ext.:			
8. TO:							
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 05/19/2023 03:00:00				IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or service. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.			

11. SCHEDULE (Include applicable Federal, State and local taxes)

CLIN NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
0001	Task 6: Installation of Carpet, Suite 201.	1	Job		

12. DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS	
				NUMBER	PERCENTAGE
NOTE: Additional provisions and representations [] are [X] are not attached.					
13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION
a. NAME OF QUOTER			16. SIGNER		b. TELEPHONE
b. STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)		AREA CODE
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		NUMBER

CLIN NO.	Supplies or Services	Quantity	Unit of Issue	Unit Price	Extended Amount
0001	Task 6: Installation of Carpet, Suite 201.	1	Job		

C-1 Statement of Work (SOW)

1. **Project Title:** Western District of Oklahoma Probation Office Carpet

1. **Project Location:** 215 Dean A. McGee Ave., Suite 201 Oklahoma City, Oklahoma 73012

2. **Purpose:** Install new carpet for the Western District of Oklahoma Probation suite. As part of this project, the contractor will need to work closely with the General Services Administration (GSA), as they will be doing asbestos abatement before carpet is installed.

3. **Point of Contact:**

4.1 Contracting Officer/Project Manager:

Stacey Bracklein

215 Dean A. McGee Ave., Suite 201

Oklahoma City, Oklahoma 73102

4. **Notice to Proceed:**

5.1 The Contracting Officer is the ONLY individual from the Government that can give the contractor a notice to proceed.

5.2 Before any of the work with this contract has started, the Contractor shall discuss with the Contracting Officer and GSA and agree on a sequence of procedure – means to access the building; delivery of materials; use of elevators, stairs; and daily parking.

5. **Description of Work:** Contractor shall provide all materials, labor, tools, equipment and daily supervision to accomplish tasks as outline in the contract documents. Contractor is also responsible for all necessary safety measures.

6.1 General Requirements – All work will be coordinated through the Project Manager via an approved work schedule. All materials must be on site, inspected for defects and verified prior to the beginning of installation. All work spaces, staging areas, trash, tools, etc. must be cleaned up before the end of each day.

6.2 Rubber Baseboards – Care must be taken to avoid any damage to existing baseboards. If any of the rubber baseboards are damaged during installation and/or need to be installed, Contractor must replace with similar product after getting approval from the Contracting Officer.

6.3 Finishes – After GSA has abated the area, the Contractor may need to repair and/or level the flooring before carpet is installed. Repairs and level flooring will need to be done by the manufacture's recommendations to maintain the integrity of the carpet tiles. The Contractor will need to follow the J+J flooring architectural guide for proper installation of carpet.

6. **Sustainability:** Contractor shall submit an updated Non-Hazardous Solid Waste Management Plan to include (not limited to):

- List of materials Contractor will reuse.
- List of materials Contractor will donate and name and address of donation recipient.
- List of materials Contractor will recycle and the name and address of the recycler.
- Name and location of solid waste landfill for non-diverted material.

7. **Other Requirements:**

8.1 Building Specific Requirements

- Parking will not be available at building. Paid parking facilities located around the building.

- Building Specific Access Requirements
- After-Hours Coordination – Coordinate with Project Manager.
- Common Area Cleaning

8. **Submittals:**

- 9.1 Submittal Log – List of Submittals
- 9.2 Waste Diversion Submittal
- 9.3 Safety Plan

9. **Closeout Plan:**

- 10.1 Final Punch List Complete
- 10.2 Customer Acceptance
- 10.3 Close Out Documents (Warranty)
- 10.4 Final Payment – Contracting Officer may withhold payment until all Closeout items are completed.

C-2 J+J Flooring Guide

PART 1 GENERAL

1.01 THIS SECTION INCLUDES

- A. Carpet flooring as shown on the drawings and schedules and as indicated by the requirements of this section.

1.02 RELATED DOCUMENTS

- A. Drawings and General Provisions of the Contract (including General and Supplementary Conditions and Division 1 sections) apply to the work in this section only.

1.03 RELATED SECTIONS

- A. Other Division 9 sections for floor finishes related to this section but not the work of this section.
- B. Division 3 Concrete - not included work this section.
- C. Division 6 Wood and Plastics - not included work this section.
- D. Division 7 Thermal and Moisture Protection - not included work this section.

1.04 QUALITY ASSURANCE AND REGULATORY REQUIREMENTS

- A. Qualifications of Installers: All work shall be done by installation firms specializing in commercial carpet installation. It is required, that the firm or individual shall be a member of the Floor Covering Installation Contractors Association (FCICA) and/or certified by the Certified Floorcovering Installers Association (CFI). Flooring contractor to be specialty contractor normally engaged in this type of work and shall have three (3) years minimum documented experience in commercial installation of these materials and participation in manufacturer's environmental program including responsible carpet removal, recycling, and installation.
- B. Flooring contractor will be responsible for the proper product installation, including floor preparation in all the areas indicated in the drawings to receive carpet. The carpet installation standard will be as listed in The Carpet and Rug Institute's Standard for Installation of Commercial Carpet CRI-104, the standard that establishes the minimum installation procedures.
- C. Flooring contractor to provide owner a written warranty that guarantees the completed installation to be free from defects in materials and workmanship for a period of no less than two (2) years after job completion.
- D. All warranties must be issued by the manufacturer as standard published warranties on all types of carpet within this document. Second source warranties that involve parties other than the carpet manufacturer are unacceptable. If the product fails to perform as warranted when installed according to the J+J Flooring carpet installation instructions and maintained according to J+J Flooring maintenance instructions, the affected area will be repaired or replaced at the expense of the manufacturer. The carpet manufacturer will provide standard published written performance warranties for the following:
- 1. Lifetime warranty against excessive surface wear. Excessive wear means no more than 10% loss of pile fiber weight measured before and after use as tested under ASTM D-3936.
 - 2. Lifetime static protection, meaning built-in protection below 3.0 kv as tested under AATCC-134.
 - 3. Tuft Bind (edge ravel, yarn pulls, zippering)
 - 4. Delamination
 - 5. Lifetime Moisture Barrier
 - 6. Lifetime Dimensional Stability (for modular products only)
- E. Carpet manufacturer to provide field service experts to assist in project start-up as required by the job.

Manufacturer will notify owner, architect, general contractor, or another designated contact if any installation instructions are not followed.

F. Provide flooring material to meet the following test performance criteria as tested by a recognized independent testing laboratory. Certified test reports shall be submitted by the carpet manufacturer for each test method. Requirements listed below must be met by all products being submitted for approval:

1. Pill Test / DOC-FF-1-70 (ASTM D-2859) - Requirement: Pass
2. Flooring Radiant Panel / ASTM E-648 - Requirement: Class I (Above .45 w/cm)
3. CRI VOC Chamber Test/Indoor Air Quality test (CRI-IAQ) Green Label Plus Test.
4. Lightfastness: Rating of not less than 5 on International Grey Scale after 40 SFU's when tested in accordance with AATCC Test Method 16E.
5. Crockfastness: Minimum stain rating on International Grey Scale of not less than 5 wet or dry when tested in accordance with AATCC Test Method 165.
6. Atmospheric Fading: Burned Gas shall not be less than 5 on International Grey Scale after two cycles on each test as per AATCC Test Method 129 Ozone and AATCC Test Method 23.

G. Waste Reduction: If applicable, all polyethylene roll wrap shall be collected and recycled and all cardboard be collected and recycled.

1.05 SUBMITTALS

- A. Submit to architect and/or owner ten (10) days prior to bid, two (2) 12" x 12" finished samples of the exact type of carpet proposed, including quality, pattern, color, and backing.
- B. Submit to architect and/or owner ten (10) days before bid, any proposed substitutions for consideration. Submit at least three (3) references of installations, that have been in use for two (2) years or more using the same backing technology of all carpets, as described within this text. Include contact names and telephone numbers.
- C. Submit manufacturer's warranties, installation instructions, and maintenance instructions before bid date.
- D. Submit the manufacturer's certification that the flooring has been tested by an independent laboratory and complies with the required fire tests as well as the test listed under 1.04 F.
- E. Submit to architect and/or owner ten (10) days prior to bid, the manufacturers plan for recycling the specified carpet and related items at the end of the useful life of the carpet.

1.06 ENVIRONMENTAL/FIELD CONDITIONS

- A. Deliver all materials to the installation site in the manufacturer's original packaging and in good condition. Packaging to contain manufacturer's name and marks, identification number, shipping and handling instructions and related information.
- B. Delivered and stored materials must be available for inspection as required by the owner, architect, general contractor, and/or the manufacturer.
- C. Sub-floor preparation is to include all required work to prepare the existing floor for installation of the product as specified in this document. Sub-floor preparation shall meet all conditions as specified in J+J Flooring's Modular Carpet installation instructions.
- D. Sub-floor preparation will include, as required, the removal and repair of the existing floor surface. It is required that the floor of a renovation project be inspected before the bid date.
- E. All materials, including adhesives, are to be delivered to the site of installation at a minimum of 48 hours prior to the start of installation and stored in a clean and dry room that measures above 65°F and below 95°F and measures between 10% and 65% relative humidity (RH). To maintain temperature and relative humidity, permanent heating and air conditioning systems (HVAC) must be in operation. Stack rolls horizontally and no higher than two rolls high on a flat surface. After work is completed, the ambient room temperature should remain at 65°F and relative humidity between 10% and 65% for 48 hours. These materials and related adhesives shall be protected from the direct flow of heat from heating fixtures and appliances such as hot-air registers, radiators, or other. Site conditions shall include those specified in the carpet manufacturer's installation manual and shall also include sufficient heat, light, and power required for effective and efficient working condition.
- F. Once the temperature and relative humidity in area for installation have been stabilized, loose lay the carpet within the installation area and allow it to precondition for 48 hours prior to installation. Carpet installation shall not commence until painting and finishing work is complete and ceiling and overhead work is tested, approved, and completed. Traffic shall be closed during the installation of the flooring products. Verify concrete slabs are dry per the standards for bond and moisture tests listed in the manufacturer's installation manual.

1.07 SUBSTITUTIONS

- A. All Bid submittals must conform to the specifications in this document.
- B. All test results to be in accordance with a certified independent testing laboratory.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Acceptable Manufacturer:
 - 1. Lifetime warranty against excessive surface wear. Excessive wear means no more than 10% loss of pile fiber weight measured before and after use as tested under ASTM D-3936.
 - 2. J+J Flooring, a brand of Engineered Floors, P.O. Box 1287, Dalton, GA, 30722. (800) 241-4586. JJ-FLOORINGGROUP.COM. Please contact COLBY HECOX, (405) 818-7069, colby.hecox@jjflooringgroup.com
 - 3. Any manufacturer and/or product must meet or exceed those requirements specified under all sections of this document in pattern, color, and fiber. Any substitutions must be made in accordance with Section 1.00 of this document.

2.02 FLOORING MATERIALS

- A. Carpet Tile Type 1(Corridor & Breakroom):
 - 1. Product: Mesa Modular 7500 manufactured by J&J Flooring
 - 2. Color: Canyon 3474
 - 3. Construction: Patterned Loop
 - 4. Backing: Nexus® Modular
 - 5. Dye Method: Solution Dyed
 - 6. Fiber Type: Encore® SD Ultima® (with recycled content)
 - 7. Face Weight: 18 oz./sy. (610 grams/m²)
 - 8. Pile Density: 7409 oz./y³. (274.73 kg/m³)
 - 9. Gauge: 1/12 (4.72 rows/cm)
 - 10. Stitches: 10.00 stitches/in (3.94 stitches/cm)
 - 11. Pattern Repeat: N/A
 - 12. Soil Release: Yes
 - 13. Stain Resistance: Yes
 - 14. Bleach Resistance: Yes
 - 15. Optional Treatments: Yes
 - 16. Standard Size: 24" x 24" (approx. (60.96cm x 60.96 cm)
 - 17. Warranties: Lifetime Fiber Performance for Wear, Lifetime for Tuft Bind Strength (edge ravel, yarn pulls, zippering), Lifetime Protection from Delamination Failure, Lifetime Fiber Performance for Static, Lifetime Colorfastness to Atmospheric Contaminants, Lifetime Stain Removal
 - 18. Testing Specifications - Pill Test: Yes
 - 19. Testing Specifications - Flooring Radiant Panel: Class 1
 - 20. Testing Specifications - Smoke Density: Less than 450.0 flaming (ASTM E 662)
 - 21. Testing Specifications - Static Test: Less than 3.0kv (AATCC-134)
 - 22. Testing Specifications - Lightfastness Test: 1
- B. Carpet Tile Type 2 (Offices):
 - 1. Product: Valley Modular 7501 manufactured by J&J Flooring
 - 2. Color: Canyon 3474
 - 3. Construction: Patterned Loop
 - 4. Backing: Nexus® Modular
 - 5. Dye Method: Solution Dyed
 - 6. Fiber Type: Encore® SD Ultima® (with recycled content)
 - 7. Face Weight: 18 oz./sy. (610 grams/m²)
 - 8. Pile Density: 5875 oz./y³. (217.85 kg/m³)
 - 9. Gauge: 1/12 (4.72 rows/cm)
 - 10. Stitches: 10.00 stitches/in (3.94 stitches/cm)
 - 11. Pattern Repeat: N/A
 - 12. Soil Release: Yes

13. Stain Resistance: Yes
14. Bleach Resistance: Yes
15. Optional Treatments: Yes
16. Standard Size: 24" x 24" (approx. (60.96cm x 60.96 cm)
17. Warranties: Lifetime Fiber Performance for Wear, Lifetime for Tuft Bind Strength (edge ravel, yarn pulls, zippering), Lifetime Protection from Delamination Failure, Lifetime Fiber Performance for Static, Lifetime Colorfastness to Atmospheric Contaminants, Lifetime Stain Removal
18. Testing Specifications - Pill Test: Yes
19. Testing Specifications - Flooring Radiant Panel: Class 1
20. Testing Specifications - Smoke Density: Less than 450.0 flaming (ASTM E 662)
21. Testing Specifications - Static Test: Less than 3.0kv (AATCC-134)
22. Testing Specifications - Lightfastness Test: 1

2.03 ADHESIVES

- A. Commercialon® Premium Modular Pressure Sensitive Adhesive, a premium modular flooring adhesive specifically formulated for bonding J+J Flooring's Nexus® Modular PVC backed carpet to the floor.

2.04 ACCESSORIES

- A. Provide transition/reducing strips tapered to meet abutting materials as indicated in the drawings.
- B. Provide edge strips made of extruded aluminum with a mill finish, unless otherwise noted.

PART 3 EXECUTION

3.01 INSPECTION

- A. Examine and verify that sub-floor surfaces are smooth and flat within tolerances specified for that type of work and are ready to receive carpet.
- B. Verify that wall surfaces are smooth and flat within the tolerances specified for that type of work, are dust-free, and are ready to receive carpet.
- C. Verify that sub-floor surfaces are dust-free and free of substances that could impair bonding of adhesive materials to sub-floor surfaces.
- D. Verify that concrete sub-floor surfaces are dry enough and ready for flooring installation by testing for moisture emission rate and alkalinity in accordance with ASTM F 710; obtain instructions if test results are not within limits recommended by carpet manufacturer and adhesive materials manufacturer.
- E. Verify that required floor-mounted utilities are in correct location.
- F. We require that the carpet be inspected prior to installation for proper style, color and potential defects. No claims will be honored if the carpet is installed with visible defects. Should there be a problem, call 800.241.4586, ext. 8210.

3.02 PREPARATION

- A. Starting installation constitutes acceptance of sub-floor conditions.
- B. SURFACE PREPARATION- Dust, dirt, debris and noncompatible adhesive must be removed before the installation begins. Surfaces must be smooth and level with all holes and cracks filled with Portland cement-based patch reinforced with polymers or primed with Commercialon Premium Sealer.
- C. LATEX OR OLD ADHESIVES - Must be mechanically scraped down to a bare residue flat with the concrete substrate or covered with a skim coat of Portland cement-based patch reinforced with polymers. Any old adhesive residue must also be covered with Commercialon Premium Sealer. Note: Failure to remove or seal old latex or cut back adhesive may cause installation failure, plasticizer migration, shifting, buckling or edge curling; these conditions will not be covered under warranty.
- D. CONCRETE MOISTURE TESTING and pH Testing - Substrate surfaces must be tested for moisture emission. It is the responsibility of the owner or owner's representative to perform moisture testing prior to starting the installation. ASTM-F2170-2 relative humidity probe moisture testing or ASTM-F1869 calcium chloride testing can be performed on the concrete to determine the surface moisture emission rate. Acceptable relative humidity probe testing results are up to 90% RH. An acceptable result for calcium chloride moisture testing is up to 5 lbs per 1,000 SF per 24 hours. Alkalinity tests should also be performed per ASTM-F710. The maximum acceptable pH is 9.0. Carpet prefers relative humidity probe moisture testing over calcium chloride testing, as the results are more accurate and reliable. For test results that determine RH test readings of 90%-97%, moisture emission rates of 5 lbs - 8 lbs, or pH readings of 9.0 - 11.00, Commercialon Premium Sealer is required.

SUBFLOORS

- A. New Concrete - New concrete must be fully cured and free of moisture. New concrete requires a curing period of approximately 90 days.
- B. Old Concrete - Old concrete must be checked for moisture. Dry, dusty, porous floors must be primed; primers will not correct a moisture problem.
- C. Wood - Wood floors must be smooth and level. If the floor is uneven, an approved underlayment will be required. Old finishes must be tested for compatibility with adhesives or removed and porous wood primed with Commercialon Premium Sealer.
- D. Terrazzo / Marble - Level all grout lines with Portland cement-based patch reinforced with polymers. Glossy surfaces must be sanded for adhesive bond. Waxes and similar finishes must be removed.
- E. Hard Surfaces - Tiles must be well secured to the floor or removed. Broken, damaged, or loose tiles must be replaced. Waxes and similar finishes must be removed from VCT before applying adhesive. Existing sheet vinyl is not a suitable substrate for modular installation and must be removed.
- F. Old Carpet - Remove old carpet and check adhesives for compatibility. If unsure, remove or cover adhesive with a Portland based patching compound or encapsulated with Commercialon Premium Sealer.

3.03 INSTALLATION OF FLOORING

- A. Install flooring in strict accordance with the finish drawings, manufacturer's instructions, and CRI Carpet Installation Standard. Install carpet tile in accordance with manufacturer's instructions and CRI 104.
- B. FULL SPREAD ADHESIVE SYSTEM- J+J Flooring requires a full spread adhesive system for installation of Nexus Modular (carpet tile). Fully spread Commercialon® Premium Modular Pressure Sensitive Adhesive using a 1/32 x 1/16 x 1/16 "U" or "V" notch trowel or spread using a 3/8" foam paint roller. Keep the roller saturated and wet with adhesive throughout the installation in order to maintain a constant spread rate. Allow to completely dry so adhesive does not transfer when touched. The spread rate for Commercialon Premium Modular Adhesive is approximately 120 sq. yds. per four gallon bucket. Nexus® Modular Spray Adhesive is available in a 14 lbs cylinder (coverage is approx. 165 sq yds). Note: Inadequate amounts of adhesive can cause modules to shift and move and will not be covered under warranty. Warranty coverage requires the use of Commercialon Premium Modular Adhesive. J+J Flooring will not be responsible for the adhesive bond where other adhesives have been used.
- C. TILE PLACEMENT - Arrows are embossed or printed on the module backing to show pile direction. To ensure proper alignment, check spacing every ten modules. Measure ten modules; proper spacing should be within ¼ inch. Continue to check spacing every ten modules throughout the entire installation.
- D. PALLET AND BUNDLE SEQUENCING - It is very important to install carpet modules in the order they were manufactured; this is easily accomplished by selecting pallets in sequential order and following the numbers located on each bundle. Typically, an installation will begin with the lowest bundle numbers and progress through the highest numbers until the project is complete. Installing modules by bundle sequence will assure the most even uniform look possible. (For layout and installation instructions refer to J+J Flooring Carpet Installation Handbook or CRI 104 Standards.)
- E. FLATWIRE CABLE / TRENCH HEADERS - Cable should be centered under modules and no adhesive used unless approved by the manufacturer. Trench headers require a control grid of adhesive on either side of header panels to prevent movement. It is highly recommended that these areas be installed ashlar.
- F. STAIRS- Use single or double undercut stair nosing and cut tiles to fit nosing, both step and riser. Use full spread adhesive or SRT tape under modules.
- G. FINISHED INSTALLATION- Roll entire job with 75-100 lb. roller after completion of installation.

3.04 INSTALLATION OF ACCESSORIES

- A. Install accessories as required by drawings and per manufacturer's specifications.

3.05 CLEANING AND PROTECTION

- A. Remove excess adhesive without damage, from floor, base, and wall surfaces.
- B. Clean and vacuum carpet surfaces.
- C. LOOP PILE CONSTRUCTION--Carpet modules with loop pile constructions may experience yarn blossoming at the edges, which is consistent with this type of construction. Clipping or shearing the yarn edges can remedy this condition.

This award incorporates the following Judiciary clauses:

1. Clause B-5, Clauses Incorporated by Reference (SEP 2010) (DEVIATION)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>. The following clauses apply as indicated:

No.	Title	Date
<input checked="" type="checkbox"/> Clause 3-3	Provisions, Clauses, Terms and Conditions - Small Purchases	JUN 2014
<input type="checkbox"/> Clause 3-175	Fair Labor Standards Act and Service Contract Act – Price Adjustment Multiple Year and Option Contracts	JUN 2012
<input checked="" type="checkbox"/> Clause 3-300	Registration in the System for Award Management (SAM)	APR 2013
<input checked="" type="checkbox"/> Clause 3-305	Payment by Electronic Funds Transfer – System for Award Management (SAM) Registration	APR 2013
<input checked="" type="checkbox"/> Clause 3-310	Payment by Electronic Funds Transfer – Other Than System for Award Management (SAM) Registration (applies only if Clauses 3-300 and 3-305 do not apply)	APR 2013
<input type="checkbox"/> Clause 6-20	Insurance – Work on or Within a Judiciary Facility	APR 2011
<input type="checkbox"/> Clause 7-55	Contractor Use of Judiciary Networks	JUN 2014
<input type="checkbox"/> Clause 7-65	Protection of Judiciary Buildings, Equipment and Vegetation	APR 2013
<input type="checkbox"/> Clause 7-115	Availability of Funds	JAN 2003

2. The following full text clauses apply if indicated:

____ Clause 2-90C, Option to Extend Services (APR 2013)

The judiciary may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The contracting officer may exercise the option by written notice to the contractor no later than ____ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*.

(END)

____ Clause 2-90D Option to Extend the Term of the Contract (APR 2013)

(a) The judiciary may extend the term of this contract by written notice to the contractor no later than ____ calendar days prior to the contract's current expiration date *[insert the period of time within which the contracting officer may exercise the option]*; provided that the judiciary gives the contractor a preliminary written notice of its intent to extend at least ____ calendar days [60 days unless a different number of days is inserted] before the contract expires. The preliminary notice does not commit the judiciary to an extension.

(b) If the judiciary exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed ____ *(months) (years)*.

(END)

List of Attachments

Identifier	Title	Date	Number of Pages
1	SOW	05/02/2023	

Representations, Certifications and Other Statements of Offerors or Respondents

3-5 Taxpayer Identification and Other Offeror Information APR 2011

(a) Definitions

"Taxpayer Identification (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

(b) All offerors shall submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) Taxpayer Identification Number (TIN):

☐ TIN has been applied for.

☐ TIN is not required, because:

☐ Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

☐ Offeror is an agency or instrumentality of a foreign government;

☐ Offeror is an agency or instrumentality of the federal government.

(e) Type of organization:

☐ sole proprietorship;

☐ partnership;

☐ corporate entity (not tax-exempt);

☐ corporate entity (tax-exempt);

☐ government entity (federal, state or local);

☐ foreign government;

☐ international organization per-26 CFR 1.6049-4;

☐ other _____.

(f) Contractor Representations

The offeror represents as part of its offer that it is ☐, is not ☐, 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

☐ Women Owned Business

☐ Minority Owned Business (if selected, then one sub-type is required)

☐ Black American Owned

☐ Hispanic American Owned

☐ Native American Owned (American Indians, Eskimos, Aleuts, or Native Hawaiians)

☐ Asian-Pacific American Owned (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines,

U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)

☐ Subcontinent Asian (Asian-Indian) American Owned (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)

☐ Individual/concern, other than one of the preceding.

(END)

Instructions to Offerors or Respondents

B-1 Solicitation Provisions Incorporated by Reference OCT 2010

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>.

(END)

3-315 Submission of Electronic Funds Transfer Information with Offer APR 2013

The offeror shall provide, with its offer, the following information that is required to make payment by electronic funds transfer (EFT) under any contract that results from this solicitation. This submission satisfies the requirement to provide EFT information under paragraphs (b)(1) and (i) of Clause 3-310, Payment by Electronic Funds Transfer-Other Than System for Award Management (SAM) Registration.

- (1) The solicitation number (or other procurement identification number).
- (2) The offeror's name and remittance address, as stated in the offer.
- (3) The signature (manual or electronic, as appropriate), title, and telephone number of the offeror's official authorized to provide this information.
- (4) The name, address, and 9-digit Routing Transit Number of the offeror's financial agent.
- (5) The offeror's account number and the type of account (checking, savings, or lockbox).

(END)

P-1 Submission and Evaluation of Quotes

ause Text

This is a request for Open Market Pricing.

All items should be quoted F.o.b. Destination (or change this statement to include a blank for shipping charges on the quote sheet if requesting F.o.b. Origin or to indicate inside delivery is required which is termed F.o.b. Destination, Within Consignee's Premises)

Quotes may be faxed, e-mailed, or handcarried to the Issue Office identified in Block 5A of the SF-18 by the date and time indicated in Block 10, and should be directed to the attention of Stacey Bracklein.

A firm fixed price award will be made on the basis of lowest priced, technically acceptable offer. Delivery is desired within __ days after receipt of order (ARO). (or indicate if delivery is required by a specific date)

Quotes as well as any questions concerning this RFQ should be addressed to Stacey Bracklein at stacey_bracklein@okwp.uscourts.gov and (405) 609-5821. Quotes are due May 19, 2023 by 4:00pm and questions regarding this solicitation are due by March 12, 2023 by 4:00pm.

The Delivery Address for this purchase will be: It is anticipated services will be preformed at the contractors location.

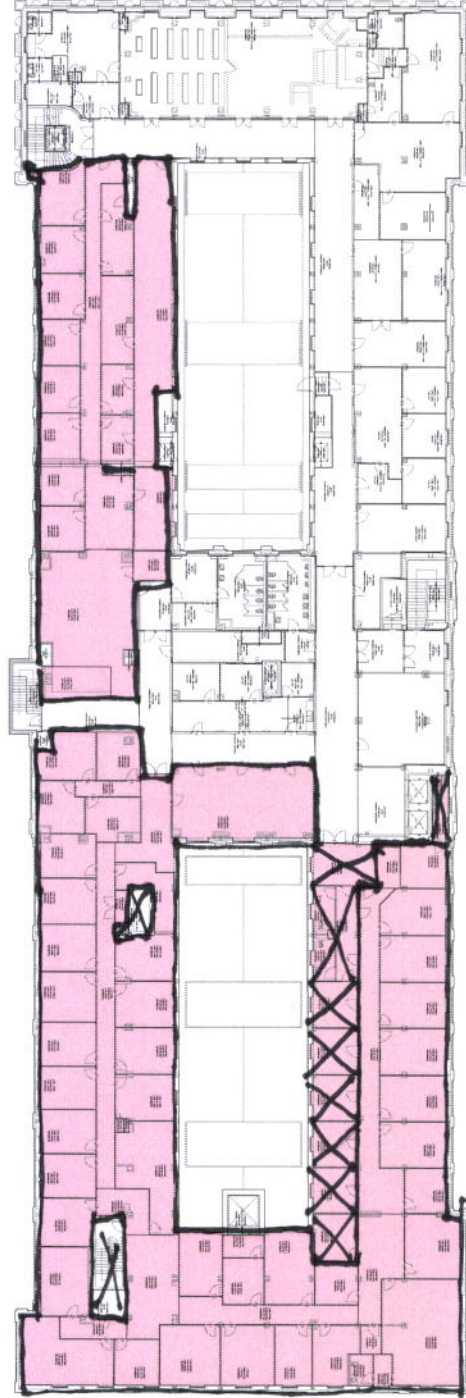
Evaluation of Quotes

2-85A Evaluation Inclusive of Options

JAN 2003

- (a) The judiciary will evaluate offers for purposes of award by adding the total price for all options to the total price for the basic requirement. Evaluation of options does not obligate the judiciary to exercise the option(s).
- (b) Any offer that is materially unbalanced as to prices for basic and option quantities may be rejected. An unbalanced offer is one that is based on prices significantly less than cost for some work and prices that are significantly overstated for other work.

(END)



SECOND FLOOR

PROPERTY OF THE UNIVERSITY OF CALIFORNIA

PROPERTY OF THE UNIVERSITY OF CALIFORNIA

UNITED STATES PROBATION OFFICE WESTERN DISTRICT OF OKLAHOMA

Stephen S. Skinner
Chief U.S. Probation Officer

Sean Bernard
Deputy Chief
U.S. Probation Officer



Oklahoma City Office
215 Dean A. McGee, Room 201
Oklahoma City, Oklahoma 73102
(405) 609-5800

Lawton Office
410 Southwest Fifth, Room 101
Lawton, Oklahoma 73501
(580) 353-0387

Opening Date: May 4, 2023
Closing Date: May 19, 2023

Scope of Work (SOW)

1. **Project Title:** Western District of Oklahoma Probation Office Carpet
2. **Project Location:** 215 Dean A. McGee Ave., Suite 201
Oklahoma City, Oklahoma 73012
3. **Purpose:** Install new carpet for the Western District of Oklahoma Probation suite. As part of this project, the contractor will need to work closely with the General Services Administration (GSA), as they will be doing asbestos abatement before carpet is installed.
4. **Point of Contact:**
 - 4.1 Contracting Officer/Project Manager:

Stacey Bracklein
215 Dean A. McGee Ave., Suite 201
Oklahoma City, Oklahoma 73102
5. **Notice to Proceed:**
 - 5.1 The Contracting Officer is the ONLY individual from the Government that can give the contractor a notice to proceed.
 - 5.2 Before any of the work with this contract has started, the Contractor shall discuss with the Contracting Officer and GSA and agree on a sequence of procedure – means to access the building; delivery of materials; use of elevators, stairs; and daily parking.
6. **Description of Work:** Contractor shall provide all materials, labor, tools, equipment and daily supervision to accomplish tasks as outline in the contract documents. Contractor is also responsible for all necessary safety measures.
 - 6.1 General Requirements – All work will be coordinated through the Project Manager via an approved work schedule. All materials must be on site, inspected for defects and verified prior to the beginning of installation. All work spaces, staging areas, trash, tools, etc. must be cleaned up before the end of each day.
 - 6.2 Rubber Baseboards – Care must be taken to avoid any damage to existing baseboards. If any of the rubber baseboards are damaged during installation and/or need to be installed, Contractor must replace with similar product after getting approval from the Contracting Officer.
 - 6.3 Finishes – After GSA has abated the area, the Contractor may need to repair and/or level the flooring before carpet is installed. Repairs and level flooring will need to be done by the manufacture's recommendations to

maintain the integrity of the carpet tiles. The Contractor will need to follow the J+J flooring architectural guide for proper installation of carpet.

7. **Sustainability:** Contractor shall submit an updated Non-Hazardous Solid Waste Management Plan to include (not limited to):

- List of materials Contractor will reuse.
- List of materials Contractor will donate and name and address of donation recipient.
- List of materials Contractor will recycle and the name and address of the recycler.
- Name and location of solid waste landfill for non-diverted material.

8. **Other Requirements:**

8.1 Building Specific Requirements

- Parking will not be available at building. Paid parking facilities located around the building.
- Building Specific Access Requirements
- After-Hours Coordination – Coordinate with Project Manager.
- Common Area Cleaning

9. **Submittals:**

9.1 Submittal Log – List of Submittals

9.2 Waste Diversion Submittal

9.3 Safety Plan

10. **Closeout Plan:**

10.1 Final Punch List Complete

10.2 Customer Acceptance

10.3 Close Out Documents (Warranty)

10.4 Final Payment – Contracting Officer may withhold payment until all Closeout items are completed.

Architectural Guide Specifications for Carpet

Tile

Revised February 2020

J+J Flooring, P. O. Box 1287, Dalton, Georgia 30722

Be sure to obtain the latest version of this specification. Edit suggested guide specifications in accordance with project requirements. Delete, add, or modify text as required. You are responsible for the accuracy of all project specifications, including any Armstrong guide specifications that you use. J+J Flooring SHALL NOT BE LIABLE FOR ANY DAMAGES ARISING OUT OF THE USE OF ANY OF ITS GUIDE SPECIFICATIONS.

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SECTION 0968 5

PART 1 GENERAL

1.01 THIS SECTION INCLUDES

- A. Carpet flooring as shown on the drawings and schedules and as indicated by the requirements of this section.

1.02 RELATED DOCUMENTS

- A. Drawings and General Provisions of the Contract (including General and Supplementary Conditions and Division 1 sections) apply to the work in this section only.

1.03 RELATED SECTIONS

- A. Other Division 9 sections for floor finishes related to this section but not the work of this section.
- B. Division 3 Concrete - not included work this section.
- C. Division 6 Wood and Plastics - not included work this section.
- D. Division 7 Thermal and Moisture Protection - not included work this section.

1.04 QUALITY ASSURANCE AND REGULATORY REQUIREMENTS

- A. Qualifications of Installers: All work shall be done by installation firms specializing in commercial carpet installation. It is required, that the firm or individual shall be a member of the Floor Covering Installation Contractors Association (FCICA) and/or certified by the Certified Floorcovering Installers

Association (CFI). Flooring contractor to be specialty contractor normally engaged in this type of work and shall have three (3) years minimum documented experience in commercial installation of these materials and participation in manufacturer's environmental program including responsible carpet removal, recycling, and installation.

B. Flooring contractor will be responsible for the proper product installation, including floor preparation in all the areas indicated in the drawings to receive carpet. The carpet installation standard will be as listed in The Carpet and Rug Institute's Standard for Installation of Commercial Carpet CRI-104, the standard that establishes the minimum installation procedures.

C. Flooring contractor to provide owner a written warranty that guarantees the completed installation to be free from defects in materials and workmanship for a period of no less than two (2) years after job completion.

D. All warranties must be issued by the manufacturer as standard published warranties on all types of carpet within this document. Second source warranties that involve parties other than the carpet manufacturer are unacceptable. If the product fails to perform as warranted when installed according to the J+J Flooring carpet installation instructions and maintained according to J+J Flooring maintenance instructions, the affected area will be repaired or replaced at the expense of the manufacturer. The carpet manufacturer will provide standard published written performance warranties for the following:

1. Lifetime warranty against excessive surface wear. Excessive wear means no more than 10% loss of pile fiber weight measured before and after use as tested under ASTM D-3936.
2. Lifetime static protection, meaning built-in protection below 3.0 kv as tested under AATCC-134.
3. Tuft Bind (edge ravel, yarn pulls, zippering)
4. Delamination
5. Lifetime Moisture Barrier
6. Lifetime Dimensional Stability (for modular products only)

E. Carpet manufacturer to provide field service experts to assist in project start-up as required by the job. Manufacturer will notify owner, architect, general contractor, or another designated contact if any installation instructions are not followed.

F. Provide flooring material to meet the following test performance criteria as tested by a recognized independent testing laboratory. Certified test reports shall be submitted by the carpet manufacturer for each test method. Requirements listed below must be met by all products being submitted for approval:

1. Pill Test / DOC-FF-1-70 (ASTM D-2859) - Requirement: Pass
2. Flooring Radiant Panel / ASTM E-648 - Requirement: Class I (Above .45 w/cm)
3. CRI VOC Chamber Test/Indoor Air Quality test (CRI-IAQ) Green Label Plus Test.
4. Lightfastness: Rating of not less than 5 on International Grey Scale after 40 SFU's when tested in accordance with AATCC Test Method 16E.
5. Crockfastness: Minimum stain rating on International Grey Scale of not less than 5 wet or dry when tested in accordance with AATCC Test Method 165.
6. Atmospheric Fading: Burned Gas shall not be less than 5 on International Grey Scale after two cycles on each test as per AATCC Test Method 129 Ozone and AATCC Test Method 23.

G. Waste Reduction: If applicable, all polyethylene roll wrap shall be collected and recycled and all cardboard be collected and recycled.

1.05 SUBMITTALS

- A. Submit to architect and/or owner ten (10) days prior to bid, two (2) 12" x 12" finished samples of the exact type of carpet proposed, including quality, pattern, color, and backing.
- B. Submit to architect and/or owner ten (10) days before bid, any proposed substitutions for consideration. Submit at least three (3) references of installations, that have been in use for two (2) years or more using the same backing technology of all carpets, as described within this text. Include contact names and telephone numbers.
- C. Submit manufacturer's warranties, installation instructions, and maintenance instructions before bid date.
- D. Submit the manufacturer's certification that the flooring has been tested by an independent laboratory and complies with the required fire tests as well as the test listed under 1.04 F.
- E. Submit to architect and/or owner ten (10) days prior to bid, the manufacturers plan for recycling the specified carpet and related items at the end of the useful life of the carpet.

1.06 ENVIRONMENTAL/FIELD CONDITIONS

- A. Deliver all materials to the installation site in the manufacturer's original packaging and in good condition. Packaging to contain manufacturer's name and marks, identification number, shipping and handling instructions and related information.
- B. Delivered and stored materials must be available for inspection as required by the owner, architect, general contractor, and/or the manufacturer.
- C. Sub-floor preparation is to include all required work to prepare the existing floor for installation of the product as specified in this document. Sub-floor preparation shall meet all conditions as specified in J+J Flooring's Modular Carpet installation instructions.
- D. Sub-floor preparation will include, as required, the removal and repair of the existing floor surface. It is required that the floor of a renovation project be inspected before the bid date.
- E. All materials, including adhesives, are to be delivered to the site of installation at a minimum of 48 hours prior to the start of installation and stored in a clean and dry room that measures above 65°F and below 95°F and measures between 10% and 65% relative humidity (RH). To maintain temperature and relative humidity, permanent heating and air conditioning systems (HVAC) must be in operation. Stack rolls horizontally and no higher than two rolls high on a flat surface. After work is completed, the ambient room temperature should remain at 65°F and relative humidity between 10% and 65% for 48 hours. These materials and related adhesives shall be protected from the direct flow of heat from heating fixtures and appliances such as hot-air registers, radiators, or other. Site conditions shall include those specified in the carpet manufacturer' installation manual and shall also include sufficient heat, light, and power required for effective and efficient working condition.
- F. Once the temperature and relative humidity in area for installation have been stabilized, loose lay the carpet within the installation area and allow it to precondition for 48 hours prior to installation. Carpet installation shall not commence until painting and finishing work is complete and ceiling and overhead work is tested, approved, and completed. Traffic shall be closed during the installation of the flooring products. Verify concrete slabs are dry per the standards for bond and moisture tests listed in the manufacturer's installation manual.

1.07 SUBSTITUTIONS

- A. All Bid submittals must conform to the specifications in this document.
- B. All test results to be in accordance with a certified independent testing laboratory.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Acceptable Manufacturer:
 - 1. Lifetime warranty against excessive surface wear. Excessive wear means no more than 10% loss of pile fiber weight measured before and after use as tested under ASTM D-3936.
 - 2. J+J Flooring, a brand of Engineered Floors, P.O. Box 1287, Dalton, GA, 30722. (800) 241-4586. JJFLOORINGGROUP.COM. Please contact COLBY HECOX, (405) 818-7069, colby.hecox@jjflooringgroup.com
 - 3. Any manufacturer and/or product must meet or exceed those requirements specified under all sections of this document in pattern, color, and fiber. Any substitutions must be made in accordance with Section 1.00 of this document.

2.02 FLOORING MATERIALS

- A. Carpet Tile Type 1(Corridor & Breakroom):
 - 1. Product: Mesa Modular 7500 manufactured by J&J Flooring
 - 2. Color: Canyon 3474
 - 3. Construction: Patterned Loop
 - 4. Backing: Nexus® Modular
 - 5. Dye Method: Solution Dyed
 - 6. Fiber Type: Encore® SD Ultima® (with recycled content)
 - 7. Face Weight: 18 oz./sy. (610 grams/m2)
 - 8. Pile Density: 7409 oz./y3. (274.73 kg/m3)
 - 9. Gauge: 1/12 (4.72 rows/cm)
 - 10. Stitches: 10.00 stitches/in (3.94 stitches/cm)
 - 11. Pattern Repeat: N/A
 - 12. Soil Release: Yes
 - 13. Stain Resistance: Yes
 - 14. Bleach Resistance: Yes
 - 15. Optional Treatments: Yes
 - 16. Standard Size: 24" x 24" (approx. (60.96cm x 60.96 cm)
 - 17. Warranties: Lifetime Fiber Performance for Wear, Lifetime for Tuft Bind Strength (edge ravel, yarn pulls, zippering), Lifetime Protection from Delamination Failure, Lifetime Fiber Performance for Static, Lifetime Colorfastness to Atmospheric Contaminants, Lifetime Stain Removal
 - 18. Testing Specifications - Pill Test: Yes
 - 19. Testing Specifications - Flooring Radiant Panel: Class 1
 - 20. Testing Specifications - Smoke Density: Less than 450.0 flaming (ASTM E 662)
 - 21. Testing Specifications - Static Test: Less than 3.0kv (AATCC-134)
 - 22. Testing Specifications - Lightfastness Test: 1
- B. Carpet Tile Type 2 (Offices):
 - 23. Product: Valley Modular 7501 manufactured by J&J Flooring

24. Color: Canyon 3474
25. Construction: Patterned Loop
26. Backing: Nexus® Modular
27. Dye Method: Solution Dyed
28. Fiber Type: Encore® SD Ultima® (with recycled content)
29. Face Weight: 18 oz./sy. (610 grams/m²)
30. Pile Density: 5875 oz./y³. (217.85 kg/m³)
31. Gauge: 1/12 (4.72 rows/cm)
32. Stitches: 10.00 stitches/in (3.94 stitches/cm)
33. Pattern Repeat: N/A
34. Soil Release: Yes
35. Stain Resistance: Yes
36. Bleach Resistance: Yes
37. Optional Treatments: Yes
38. Standard Size: 24" x 24" (approx. (60.96cm x 60.96 cm)
39. Warranties: Lifetime Fiber Performance for Wear, Lifetime for Tuft Bind Strength (edge ravel, yarn pulls, zippering), Lifetime Protection from Delamination Failure, Lifetime Fiber Performance for Static, Lifetime Colorfastness to Atmospheric Contaminants, Lifetime Stain Removal
40. Testing Specifications - Pill Test: Yes
41. Testing Specifications - Flooring Radiant Panel: Class 1
42. Testing Specifications - Smoke Density: Less than 450.0 flaming (ASTM E 662)
43. Testing Specifications - Static Test: Less than 3.0kv (AATCC-134)
44. Testing Specifications - Lightfastness Test: I

2.03 ADHESIVES

- A. Commercialon® Premium Modular Pressure Sensitive Adhesive, a premium modular flooring adhesive specifically formulated for bonding J+J Flooring's Nexus® Modular PVC backed carpet to the floor.

2.04 ACCESSORIES

- A. Provide transition/reducing strips tapered to meet abutting materials as indicated in the drawings.
- B. Provide edge strips made of extruded aluminum with a mill finish, unless otherwise noted.

PART 3 EXECUTION

3.01 INSPECTION

- A. Examine and verify that sub-floor surfaces are smooth and flat within tolerances specified for that type of work and are ready to receive carpet.
- B. Verify that wall surfaces are smooth and flat within the tolerances specified for that type of work, are dust-free, and are ready to receive carpet.
- C. Verify that sub-floor surfaces are dust-free and free of substances that could impair bonding of adhesive materials to sub-floor surfaces.
- D. Verify that concrete sub-floor surfaces are dry enough and ready for flooring installation by testing

for moisture emission rate and alkalinity in accordance with ASTM F 710; obtain instructions if test results are not within limits recommended by carpet manufacturer and adhesive materials manufacturer.

E. Verify that required floor-mounted utilities are in correct location.

F. We require that the carpet be inspected prior to installation for proper style, color and potential defects. No claims will be honored if the carpet is installed with visible defects. Should there be a problem, call 800.241.4586, ext. 8210.

3.02 PREPARATION

A. Starting installation constitutes acceptance of sub-floor conditions.

B. SURFACE PREPARATION- Dust, dirt, debris and noncompatible adhesive must be removed before the installation begins. Surfaces must be smooth and level with all holes and cracks filled with Portland cement-based patch reinforced with polymers or primed with Commercialon Premium Sealer.

C. LATEX OR OLD ADHESIVES - Must be mechanically scraped down to a bare residue flat with the concrete substrate or covered with a skim coat of Portland cement-based patch reinforced with polymers. Any old adhesive residue must also be covered with Commercialon Premium Sealer. Note: Failure to remove or seal old latex or cut back adhesive may cause installation failure, plasticizer migration, shifting, buckling or edge curling; these conditions will not be covered under warranty.

D. CONCRETE MOISTURE TESTING and pH Testing - Substrate surfaces must be tested for moisture emission. It is the responsibility of the owner or owner's representative to perform moisture testing prior to starting the installation. ASTM-F2170-2 relative humidity probe moisture testing or ASTM-F1869 calcium chloride testing can be performed on the concrete to determine the surface moisture emission rate. Acceptable relative humidity probe testing results are up to 90% RH. An acceptable result for calcium chloride moisture testing is up to 5 lbs per 1,000 SF per 24 hours. Alkalinity tests should also be performed per ASTM-F710. The maximum acceptable pH is 9.0. Carpet prefers relative humidity probe moisture testing over calcium chloride testing, as the results are more accurate and reliable. For test results that determine RH test readings of 90%-97%, moisture emission rates of 5 lbs - 8 lbs, or pH readings of 9.0 - 11.00, Commercialon Premium Sealer is required.

SUBFLOORS

A. New Concrete - New concrete must be fully cured and free of moisture. New concrete requires a curing period of approximately 90 days.

B. Old Concrete - Old concrete must be checked for moisture. Dry, dusty, porous floors must be primed; primers will not correct a moisture problem.

C. Wood - Wood floors must be smooth and level. If the floor is uneven, an approved underlayment will be required. Old finishes must be tested for compatibility with adhesives or removed and porous wood primed with Commercialon Premium Sealer.

D. Terrazzo / Marble - Level all grout lines with Portland cement-based patch reinforced with polymers. Glossy surfaces must be sanded for adhesive bond. Waxes and similar finishes must be removed.

E. Hard Surfaces - Tiles must be well secured to the floor or removed. Broken, damaged, or loose tiles must be replaced. Waxes and similar finishes must be removed from VCT before applying adhesive. Existing sheet vinyl is not a suitable substrate for modular installation and must be removed.

F. Old Carpet - Remove old carpet and check adhesives for compatibility. If unsure, remove or cover adhesive with a Portland based patching compound or encapsulated with Commercialon Premium Sealer.

3.03 INSTALLATION OF FLOORING

A. Install flooring in strict accordance with the finish drawings, manufacturer's instructions, and CRI Carpet Installation Standard. Install carpet tile in accordance with manufacturer's instructions and CRI 104.

B. **FULL SPREAD ADHESIVE SYSTEM-** J+J Flooring requires a full spread adhesive system for installation of Nexus Modular (carpet tile). Fully spread Commercialon® Premium Modular Pressure Sensitive Adhesive using a 1/32 x 1/16 x 1/16 "U" or "V" notch trowel or spread using a 3/8" foam paint roller. Keep the roller saturated and wet with adhesive throughout the installation in order to maintain a constant spread rate. Allow to completely dry so adhesive does not transfer when touched. The spread rate for Commercialon Premium Modular Adhesive is approximately 120 sq. yds. per four gallon bucket. Nexus® Modular Spray Adhesive is available in a 14 lbs cylinder (coverage is approx. 165 sq yds). Note: Inadequate amounts of adhesive can cause modules to shift and move and will not be covered under warranty. Warranty coverage requires the use of Commercialon Premium Modular Adhesive. J+J Flooring will not be responsible for the adhesive bond where other adhesives have been used.

C. **TILE PLACEMENT** - Arrows are embossed or printed on the module backing to show pile direction. To ensure proper alignment, check spacing every ten modules. Measure ten modules; proper spacing should be within ¼ inch. Continue to check spacing every ten modules throughout the entire installation.

D. **PALLET AND BUNDLE SEQUENCING** - It is very important to install carpet modules in the order they were manufactured; this is easily accomplished by selecting pallets in sequential order and following the numbers located on each bundle. Typically, an installation will begin with the lowest bundle numbers and progress through the highest numbers until the project is complete. Installing modules by bundle sequence will assure the most even uniform look possible. (For layout and installation instructions refer to J+J Flooring Carpet Installation Handbook or CRI 104 Standards.)

E. **FLATWIRE CABLE / TRENCH HEADERS** - Cable should be centered under modules and no adhesive used unless approved by the manufacturer. Trench headers require a control grid of adhesive on either side of header panels to prevent movement. It is highly recommended that these areas be installed ashlar.

F. **STAIRS-** Use single or double undercut stair nosing and cut tiles to fit nosing, both step and riser. Use full spread adhesive or SRT tape under modules.

G. **FINISHED INSTALLATION-** Roll entire job with 75-100 lb. roller after completion of installation.

3.04 INSTALLATION OF ACCESSORIES

A. Install accessories as required by drawings and per manufacturer's specifications.

3.05 CLEANING AND PROTECTION

A. Remove excess adhesive without damage, from floor, base, and wall surfaces.

B. Clean and vacuum carpet surfaces.

C. **LOOP PILE CONSTRUCTION--**Carpet modules with loop pile constructions may experience yarn blossoming at the edges, which is consistent with this type of construction. Clipping or shearing the yarn edges can remedy this condition.